



JOB DESCRIPTION

State Form 52468 (12-05)

This document is used to provide a basic description of essential duties and other work elements.

Employee Name:		
Agency: State Board of Animal Health		BU: 351
Division:	Section/District:	
Job Title: SBOA Veterinary Student Intern		Job Code:
Working Title (if different from above):		
Reports To:		
FLSA Status: <input type="checkbox"/> Non-Exempt (OT Eligible) <input type="checkbox"/> Exempt		Effective Date :

Purpose of Position/Summary:

Incumbent works for the State Board of Animal Health performing veterinary work in the enforcement of the state's animal disease control, food safety or biosecurity programs. Incumbent's duties will involve performing veterinary medicine and animal health tasks under the supervision of a BOAH veterinarian.

Essential Duties/Responsibilities:

Performs a variety of inspections on animals for diseases and pests to ensure that the livestock and/or animals meet State and Federal animal health or exhibition standards.

Performs other regulatory inspections related to animal health, food safety, and biosecurity.

Under the supervision of a BOAH veterinarian collects samples from livestock and other animals and prepares specimens for shipment and laboratory testing.

Maintains and submits a variety of records and reports on all phases of activities.

Conducts investigations with local and state authorities on suspect cases of animal disease or welfare as directed by the State Veterinarian.

Performs other food safety and homeland security tasks.

Maintains the security and up keep of all state and federal equipment used in the accomplishment of daily activities.

Other duties as assigned.

Job Requirements:

General knowledge of the principles and practices of veterinary medicine as acquired through a regular course of study as a first or second year student in an accredited Doctor of Veterinary Medicine program.

Ability to identify selected animal normal and abnormal conditions based upon physical examination as learned through a regular course of study as a first or second year student in an accredited Doctor of Veterinary Medicine program.

Ability to learn and perform tissue/serum sample collections.

General knowledge of pertinent Federal and State laws and regulations.

General knowledge of animal husbandry and animal industry practices in the state.

Ability to secure compliance with laws and regulations firmly, tactfully, and impartially.

Ability to establish and maintain effective working relationships with associates; farmers and livestock operators; local, state and federal government representatives; and the general public.

Ability to communicate tactfully and firmly with a variety of different people encountered on the job in an effective manner.

Ability to use current technology in the performance of the assigned duties including laptop computers, digital cameras, GPS devices, etc.

Possess a current motor vehicle operator's license.

Must be enrolled in and in good standing in an accredited program leading to a Doctor of Veterinary Medicine degree.

Supervisory Responsibilities/Direct Reports:

Difficulty of Work:

Assignments involve a variety of problems in the field of animal inspection. Many animal inspections follow standardized procedures to identify animal diseases. Judgment, however, is exercised in determining if the health of animals complies with acceptable standards. Incumbent exercises judgment in applying Federal and State guidelines and regulations. Incumbent makes decisions regarding the clinical presentation of disease in animals. Incumbent makes recommendations or has final authority for the animal inspections, and for rejecting for exhibition of diseased, suspect or exposed animals. Incumbent carries out assignments under the general supervision of the Board of Animal Health to ensure that the programmatic goals and policies of the agency are accomplished. Incumbent may refer a problem to a BOAH veterinarian. Assignments may be in either an office or formal laboratory setting or in a field setting, e.g. exhibition, farm, food plant, etc. Work will include working with live domestic and wild animals in a clinical, laboratory, field or farm setting. Overtime is necessary as required. Instate travel may necessitate overnight stays away from home.

Responsibility:

Personal Work Relationships:

Incumbent must work tactfully with veterinarians; local, state and federal regulatory personnel; animal health specialists; animal owners, managers, agents, dealers; and the public in order to obtain their cooperation. These contacts are regular and recurring and require cooperative problem solving abilities in working to identify animal diseases and in working with the public to maintain the health of companion animals and Indiana farm animals.

Incumbent may direct the efforts of animal owners and laborers assisting with the control of animals presented for inspection.

Physical Effort:

Working Conditions:

These experiences may include, but are not limited to:

1. 10 days central office training including:
 - a. Site visits to a state inspected slaughter facility and dairy plant
 - b. BOAH program orientations
2. Conducting site visits to veterinary clinics and premises as required by the Indiana animal disease prevention and eradication programs;
 - a. Cervid program herd inventories and sample collection
 - b. Assist with flock testing and evaluation for the Scrapie program with Dr. Cheryl Miller
 - c. Assist with Tuberculosis and Brucellosis testing – BOAH veterinarians
 - d. Aquaculture program – Dr. Jennifer Strasser
 - e. Assist with C.E.M. testing and treatment
3. Inspecting animals at the Indiana State Fair;
4. Bio-security planning and support at BOAH with Dr. Marianne Ash, and with BOAH Animal Surveillance and Emergency Response Team veterinarians and their county emergency management counterparts who are responsible for local disaster planning involving animals;

5. Assisting with Scrapie Slaughter Surveillance at our Remington facility with the USDA Area Veterinarian in Charge - Indiana
6. Epidemiology field and office work with Dr. Eran Raizman, DVM, PhD or another veterinary epidemiologist or public health veterinarian
7. Rotations of one or more weeks with leading firms and government agencies from:
 - a. Dairy
 - b. Pork
 - c. Poultry
 - d. Agribusiness
 - e. Animal control and welfare
 - f. Wildlife

Any or all of these opportunities may be preempted in whole or in part by an animal disease event such as ones experienced in the past e.g. West Nile virus (summer 2002); monkey pox (summer 2003); swine tuberculosis (summer 2004); rabbit hemorrhagic disease (summer 2005); strangles (summer 2005); etc.